

The following notice is to appear on the City of Warwick's website on or after March 31, 2016. The website address is <http://www.warwickri.gov/bids>

**BOARD of TRUSTEES, Warwick Public Library, Warwick RI  
BIDS REQUESTED FOR**

***Bid #2016L-02 Meeting Room Audio/Visual Systems***

Specifications are available in the Administrative Office, Warwick Public Library, 600 Sandy Lane, Warwick RI, Monday through Friday, 9:00 AM until 3:00 PM on or after March 31, 2016 on the City of Warwick's website <http://www.warwickri.gov/bids>.

Sealed bids will be received in the Administrative Office, Warwick Public Library, 600 Sandy Lane, Warwick, RI 02889 until **3:00 PM on April 22, 2016**. The bids will be opened publicly commencing at **3:00 PM** on the same day in the Administrative Office, Warwick Public Library.

Awards shall be made on the basis of the lowest evaluated or responsive bid price as per our specifications. Please note that no bids can be accepted via email or fax.

Individuals requesting interpreter services for the hearing impaired must notify the Warwick Public Library at 401-739-5440, ext. 223 at least 48 hours in advance of the bid opening date.

## Warwick Public Library

### **Bid #2016L-02 Meeting Room Audio/Visual Systems**

Specifications are available in the Administrative Office, Warwick Public Library, 600 Sandy Lane, Warwick, RI, Monday through Friday, 9:00 AM until 4:00 PM on or after Thursday, March 31, 2016. They may also be obtained on the City of Warwick's website <http://www.warwickri.gov/bids>.

Sealed bids will be received in the Administrative Office, Warwick Public Library, 600 Sandy Lane, Warwick, RI 02889 until **3:00 PM** on *Friday, April 22, 2016*. The bids will be opened publicly commencing at **3:00 PM** on the same day in the Administrative Office, Warwick Public Library.

The contractor will not discriminate against any employee or applicant for employment because of physical or mental handicap for any position for which the employee or applicant is qualified and that in the event of noncompliance the Library may declare the contractor in breach and take any necessary legal recourse including termination or cancellation of the contract.

A bidder filing a bid thereby certifies that no officer, agent, or employee of the Library or City has a pecuniary interest in the bid or has participated in contract negotiations on the part of the Library, that the bid is made in good faith without fraud, collusion, or connection of any kind with any other bidder for the same call for bids, and that the bidder is competing solely in his own behalf without connection with, or obligation to, any undisclosed person or firm.

**All bids should be submitted with one (1) original in a sealed envelope. The exterior of the envelope shall be plainly marked to include: Your Company Name and “Bid #2016L-02 Meeting Room Audio/Visual Systems”.** Bids received prior to the time of the opening will be securely kept, unopened. No responsibility will be attached to an officer or person for the premature opening of a bid not properly addressed and identified. No bids shall be accepted via fax or email.

All questions pertaining to these specifications should be referred to: Christopher La Roux, Director, Warwick Public Library, 600 Sandy Lane, Warwick, RI 02889, 401-739-5440 ext. 223.

Any deviation from the specifications must be noted in writing and attached as part of the bid. The Bidder shall indicate the item or part with the deviation and indicate how the bid will deviate from the specifications.

Negligence on the part of the bidder in preparing the bid confers no rights for the withdrawal of the bid after it is opened.

Failure to provide adequate insurance coverage within the specified duration of time as set forth is a materials breach of contract and grounds for termination of the contract.

The contractor must carry sufficient liability insurance and agree to indemnify the Library against all claims of any nature, which might arise as a result of his operations or conduct of work.

The successful bidder must comply with all Rhode Island Laws, applicable to public works projects, including, but not limited to provisions of Chapter 13 of Title 37 of the Rhode Island General Laws, pertaining to prevailing wage rates, and all other applicable local, state and federal laws. Prevailing Wages will apply to this bid. Current rates may be viewed at <http://www.wdol.gov/dba.aspx#0> .

**The IRS Form W-9 must be completed and submitted with the bid if the bidder falls under IRS requirements to file this form.**

**Prices to be held firm *from April 22, 2016-June 30, 2016.***

The Library is exempt from the payment of the Rhode Island Sales Tax under the 1956 General Laws of the State of Rhode Island, 44-18-30, Paragraph I, as amended.

Awards shall be made on the basis of the lowest evaluated or responsive bid price. The Board of Trustees of the Warwick Public Library is not obligated to accept the lowest bid and reserves the right to reject any and all bids or amend the scope of the project.

The Library reserves the right to terminate the contract or any part of the contract in the best interests of the Library, upon 30-day notice to the contractor. The Library shall incur no liability for materials or services not yet ordered if it terminates in the best interests of the Library. If the Library terminates in the interests of the Library after an order for materials or services has been placed, the contractor shall be entitled to compensation upon submission of invoices and proper proof of claim, in that proportion which its services and products were satisfactorily rendered or provided, as well as expenses necessarily incurred in the performance of work up to time of termination.

All costs directly or indirectly related to the preparation of a response to this solicitation, or any presentation or communication to supplement and/or clarify any response to this solicitation, which may be required or requested by the Library, shall be the sole responsibility of and shall be borne by the respondent.

If the respondent is awarded a contract in accordance with this solicitation and the respondent's bid or response, and if the respondent fails or refuses to satisfy fully all of the respondent's obligations there under, the Warwick Public Library shall be entitled to recover from the respondent any losses, damages or costs incurred by the Library as a result of such failure or refusal.

The Library reserves the right to rescind award for non-compliance to bid specifications.

**The successful bidder must adhere to all City, State and Federal Laws, where applicable.**

Warwick Public Library  
**Bid #2016L-02 Purchase Meeting Room Audio/Visual Systems**

**I. Project description**

The Board of Trustees of the Warwick Public Library invites bids for Audio/Visual Systems for the Central Library.

**II. Background**

The Warwick Library is a two-story structure of approximately 63,000 square feet. The building was renovated and expanded in 1998, at which time two meeting rooms were constructed, one large and the other smaller. The large meeting room has a ceiling mounted projector that will be moved to the small meeting room, and an antiquated sound system and ceiling mounted speakers. Both rooms are in need of new sound and projection systems. We are looking to have ceiling mounted projectors with wireless computer connectivity in both meeting rooms, and surround sound and an adequate microphone system in the large meeting room.

We are also having a hearing loop installed in the large meeting room. The Audio/Visual System vendor will have to coordinate installation with the hearing loop vendor.

All measurements, wiring and connectors needed to complete the job as specified are the responsibility of the vendor.

Work needs to be done when the rooms are not in use and thus installation must be coordinated with the library director.

**III. Specific services sought**

1. 1- 4K UHD capable ceiling mount projector for the large meeting room. The current projector is to be mounted on the ceiling of the small meeting room.
2. 2- Projector ceiling mount kits suitable for each room.
3. 1- Rapid run audio, VGA cable from wall plate to projector, and all other necessary wiring including HDMI, and necessary hardware and wall plates.
4. 2- InFocus Liteshow III (or equivalent) with adequate output resolution support for 4K UHD input.
5. 2- Cat 6 gigabit certified cable runs (one for each projector)—vendor is responsible for all measurements.

6. 1- Yamaha RX-A840 7:1 Surround Sound Receiver (or equivalent) for the large meeting room.
7. 1- JBL 610 Cinema (or equivalent) 5.1 theatre speaker system with powered subwoofer and dedicated center speaker, adequate for the large meeting room. Speakers to be ceiling mounted.
8. All necessary cabling, wiring, and hardware necessary to attach the surround sound system and speakers.
9. 1- Samsung UBD-K8500 4K Blu-Ray Player (or equivalent)
10. 1- APC 750 Rack Mounted UPS with surge protection for sound system
11. Installation of, and library staff training on, new equipment

#### **IV. Site Visit**

Respondents to this request who wish to visit the Library may do so, during regular library hours, and by appointment only. Contact Chris La Roux, Library Director, 401-739-5440, ext 223.

#### **V. Selection process**

All bids must be received at the Library in the office of the Director by *3:00 PM, Friday, April 22* at which time they will be opened publicly.

Awards will be made at the Board of Trustee meeting on April 27. Awards shall be made on the basis of the lowest evaluated or responsive bid price. The Board of Trustees of the Warwick Public Library is not obligated to accept the lowest bid and reserves the right to reject any and all bids or amend the scope of the project.

Bid evaluations will consider costs, qualifications and experience of the respondent.

#### **VI. Bid requirements**

Bids must include delivery and setup, as well as removal of all packing materials. An itemized list of equipment and pricing must be attached to the Bid Form that follows.

**BID FORM**

Warwick Public Library

**Bid #2016L-02 Meeting Room Audio/Visual Systems**

COMPANY NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

The undersigned proposed to furnish all labor at prevailing wage rate and materials required as described in the bid at the Central Library at 600 Sandy Lane, Warwick Rhode Island for the Contract Price specified below. The undersigned agrees that, if selected as the Audio/Visual Systems Company, the terms of the Bid will be executed *on or before June 30, 2016*.

**Equipment, installation and delivery prices:** \_\_\_\_\_

**Warranty:** \_\_\_\_\_

**Timeline:** \_\_\_\_\_

**Attach 2 references** for similar contracts including names and contact information.

Authorized signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_